

Coaching AGREEMENT

This is a Coaching Agreement for coaching services between Coach Aang the below collaborator.

Dated	<input type="text"/>	The "Effective Date"
is made between	<input type="text" value="Coach Aang"/>	The "Coach"
and	<input type="text"/>	The "Collaborator"

This agreement will continue for a duration of 6 months, or until the coach and collaborator decide to terminate the services (whichever comes first).

Coaching is a collaborative process with an ongoing relationship between the Collaborator and the Coach. The coaching experience supports the Collaborator in establishing new behaviours. The coaching relationship is strengths-based, forward-looking, and collaborative. The coaching agenda is developed and implemented in partnership between the Collaborator and the Coach, with the role of the Coach being to assist the Collaborator to progress toward achieving an identified goal.

- The Collaborator and the Coach agree to engage fully in the coaching experience
- The Collaborator recognizes that coaching is not therapy or consulting.

1 CONFIDENTIALITY

The Coach agrees to keep all conversations and information with the Collaborator private and confidential, as allowable by law. No personal information will be shared with anyone without the Collaborator's express permission. Exceptions may be made if there is an imminent threat of serious injury to oneself or someone else. as a Social Worker, Coach Aang is required to report child abuse or neglect, elderly abuse, or any physical harm to others. If you need confidential services for any reason, please ask Coach Aang to provide referrals for these areas without disclosing any details.

2 DATA SECURITY

You understand that the use of technology is not always secure and you accept the risks of confidentiality in the use of email, text, phone, WhatsApp, Skype and any other technology.

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3 THE SERVICES

By entering into this relationship, the Collaborator and Coach acknowledge that the Collaborator desires to make a behavioral change or some type of improvement in their life. Behavioral change often takes time to implement and sustain. The pace of change is uncertain and varies amongst individuals. As such, the Collaborator and Coach agree to a minimum of a 3-month relationship.

4 COACHING SESSION PROCEDURES

Coaching sessions may occur in person, by phone, through video conference, or over email, depending on the venue that works best for the Collaborator and what coaching package is selected.

- The Coach and Collaborator agree to adhere to established appointment times.
- The Coach and Collaborator agree to begin and finish all appointments on time. If the Collaborator is more than 15 minutes late to an appointment, the Coach will assume that the appointment is canceled and the Collaborator will be responsible for the full coaching fee. If the Coach is more than 15 minutes late to an appointment, the Collaborator may assume that the session is canceled and the Collaborator shall not be responsible for any payment for that session.
- The Collaborator agrees to cancel or reschedule an appointment at least 48 hours in advance, without a change fee. Any changes or cancellations within 48 hours are subject to a cancellation fee.
- Sessions are by phone either via Skype, FaceTime audio, WhatsApp audio or by telephone direct. In all cases the collaborator is responsible for calling the coach. The coach is open to other formats by mutual agreement. The Coach is responsible for ensuring that they are available for consultation at agreed times.
- Coaching services may include finding presence, organizing your mind, bioengineering, increasing connectedness, coaching for challenges, coaching for growth, decision making, living your purpose, mindfulness and meditation, value clarification, brainstorming, identifying plans of action, examining modes of operating in life, behavior change, asking clarifying questions, and making empowering requests or suggestions for action. Throughout the working relationship, the coach will engage in and facilitate personal conversations.

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5 COACHING FEES

This agreement is for a coaching package for a period of SIX (6) months including FOUR (4) sessions per month, usually one (1) session per week for 60 minutes each. This coaching package is \$3500. Payment Plans are accepted by Coach Aang on a monthly basis, with a payment of \$585 due on the 1st of the month, every month for the duration of the agreement. If this is something you would like, please let Coach Aang know. This fee is payable using PayPal or Venmo.

6 PRO BONO OR SLIDING SCALE FEES

In order to ensure commitment to the collaborative process, Coach Aang reserves the right to charge collaborators a fee of \$50 for any contractual violations and failures to commit to the coaching process. Specifically, if you are working with Coach Aang as a non-paid or reduced payment collaborator, and fail to complete an agreed-upon assignment, you will be charged a fee of \$50 per violation. After three violations, Coach Aang will terminate the reduced fee service. If you would like to continue to work with Coach Aang after that, it will be at the standard fee of \$150 per session or through a purchased coaching package.

7 REARRANGING SESSIONS

If the collaborator needs to rearrange a coaching session, they should provide at least 48 hours notice. No refunds will be given to clients for unused coaching sessions unless 48 hours notice has been given. In exceptional circumstances the Coach may need to rearrange a coaching session. In those instances they will also give the collaborator 48 hours notice where practical.

8 PURCHASING EXTRA SESSIONS

Additional appointments can be scheduled as needed at the rate of \$150 a session. If you need to reschedule an appointment, please provide at least 24 hours notice and understand that Coach Aang cannot guarantee availability within the same week. If 24-hour notice is not provided, Coach Aang reserves the right to cancel the meeting for that week or charge a change fee of \$50 that must be paid in advance of the new appointment.

9 CANCELLATIONS

If the Coach fails to give you 48 hours' prior notice of any cancellation, you will be entitled to 1 extra hour of coaching, in addition to the session you missed.

We require a minimum of 48 hours' prior notice of any cancellation of any coaching workshop sessions. If you fail to provide a minimum of 48 hours' prior notice, you will still be charged for the session slot. Any rearranged cancelled sessions will be at a time mutually agreed between you and the Coach.

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10 EARLY TERMINATION

In exceptional circumstances, such as illness or unavailability due to bereavement or other commitments, inappropriate behaviour by the client, actual or potential conflict of interest, or other reasons, the Coach can decide to terminate the service to the client early or refuse or be unable to provide further coaching sessions to the client. In such a circumstance the client will be given reasonable notice of termination by the Coach where practicable and will be refunded any advance payments made for coaching sessions not yet provided.

11 VARIATION TO TERMS & CONDITIONS

Where an Initial Number of Sessions is agreed, any changes to these terms and conditions intended to take effect prior to the conclusion of those Initial Number of Sessions will only have effect if agreed by both the Coach and the collaborator and confirmed by the Coach in writing by email or letter. In other cases, the Coach may change any of these terms or conditions including the Per Session Fee by giving the collaborator one week's notice in writing by letter or e-mail of the change(s). If following receipt of such notification of change, the client no longer wishes to proceed with further coaching sessions, they may withdraw from the service immediately by giving notice in writing by email or letter and they will then be entitled to a full refund of any fees paid in advance for coaching sessions not yet provided. Such notice will be effective on receipt by the Coach

12 COMPLAINTS

If for any reason you are unhappy with your service, you may request to end your agreement with Coach Aang. Coach and the Collaborator will come to a mutual agreement on how to terminate the services and if there may be a refund for any unused services.

13 COLLABORATOR RESPONSIBILITY

The collaborator understands that successful coaching requires a co-active collaborative approach between collaborator and coach. In the coaching relationship, the coach plays the role of a facilitator of change, but it is the collaborator's responsibility to enact or bring about the change. If the collaborator believes the coaching is not working as desired, the collaborator will communicate and take action to return the power to the coaching relationship.

14 COLLABORATOR REQUESTS

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Coaching AGREEMENT

15 WAIVER

You hereby release, waive, acquit and forever discharge your Coach, any agents, successors, assigns, personal representatives, executors, heirs and employees from every claim, suit action, demand or right to compensation for damages you may claim to have or that you may have arising out of acts or omissions by yourself or by your Coach as a result of the advice given by your Coach or otherwise resulting from the coaching relationship contemplated by this agreement.

You further declare and represent that no promise, inducement or agreement not expressed in this agreement has been made to you to sign this agreement. This agreement shall bind your heirs, executors, personal representatives, successors, assigns, and agents.

16 MENTAL HEALTH HISTORY

The collaborator agrees to share relevant psychological or psychiatric concerns that might impact the coaching process. In entering into the coaching relationship, and signing the agreement, you are agreeing that if any mental health difficulties arise during the course of the coaching relationship, you will notify me immediately so that I can discuss with you appropriate steps and if any additional referrals are needed.

17 REQUESTING RESPECT FOR PRIVACY

The collaborator can, at any point in the coaching session, declare their preference not to discuss a specific issue, by simply stating that they would rather not discuss this issue. The coach agrees to respect this boundary and will not attempt to forward the conversation further along those lines.

18 COLLABORATOR PREFERENCES

If the collaborator has a specific name, pronoun, or cultural understanding that they want the coach to use or understand while working with them, they will share this with Coach Aang up front so that Coach Aang can be as inclusive as possible.

Coaching AGREEMENT

19 COLLABORATOR AGREEMENTS

1. As a collaborator, I understand and agree that I am fully responsible for my physical, mental, and emotional well-being during my coaching calls, including my choices and decisions. I am aware that I can choose to discontinue coaching at any time.

2. I understand that “coaching” is a Professional-Client relationship I have with my coach that is designed to facilitate the creation/development of personal, professional, or business goals and to develop and carry out a strategy/plan for achieving those goals.

3. I understand that coaching is a comprehensive process that may involve all areas of my life, including work, finances, health, relationships, education, and recreation. I acknowledge that deciding how to handle these issues, incorporating coaching into those areas, and implementing my choices is exclusively my responsibility.

4. I understand that coaching does not involve diagnosing or treating mental disorders as defined by the American Psychiatric Association. I understand that coaching is not a substitute for counseling, psychotherapy, psychoanalysis, mental health care, or substance abuse treatment and I will not use it in place of any form of diagnosis, treatment, or therapy.

5. I affirm that if I am currently in therapy or otherwise under the care of a mental health professional, that I have consulted with the mental health care provider regarding the advisability of working with a coach and that this person is aware of my decision to proceed with the coaching relationship.

6. I understand that information will be held as confidential unless I state otherwise, in writing, except as required by law.

7. I understand that certain topics may be anonymously and hypothetically shared with other coaching professionals for training OR consultation purposes.

By signing below, you agree with the information laid out in this document.

Signed:

Date:

Signed:

Coach Ang

Date:



Coaching Success GUIDELINES

The Coaching Process

Life coaching will help you set your goals, identify what it is that is holding you back and teach you how to move past your fears. With life coaching services, you'll learn how to take immediate action and commit in times of uncertainty. It is the coach's objective to get the best out of you, while holding you accountable for achieving the goals you set

My Coaching Philosophy

As a Social Worker and Organizational Leader, I believe in utilizing a transdisciplinary approach that incorporates academic expertise, leadership experience, mindfulness practices, behavioral techniques, and development of skills and techniques that help you succeed in reaching your goals. I practice from a social justice and human rights base with an anti-oppressive practice lens so I can focus on your strengths and future success. I believe you have within you the power to create the change you seek and we can help you find ways to express your full potential

Collaborator Expectations

The collaborator is expected to attend each agreed session on time and ready to act and shall hold themselves accountable for what they do and do not do to make sessions productive. They may need to be open to changes in their goals as the coaching journey progresses. Coaches shall ask difficult questions and expect the client to be open and honest in order for growth to take place. However, collaborators do maintain the right to decide which topics to cover and may terminate a topic if they choose that they no longer wish to discuss it further

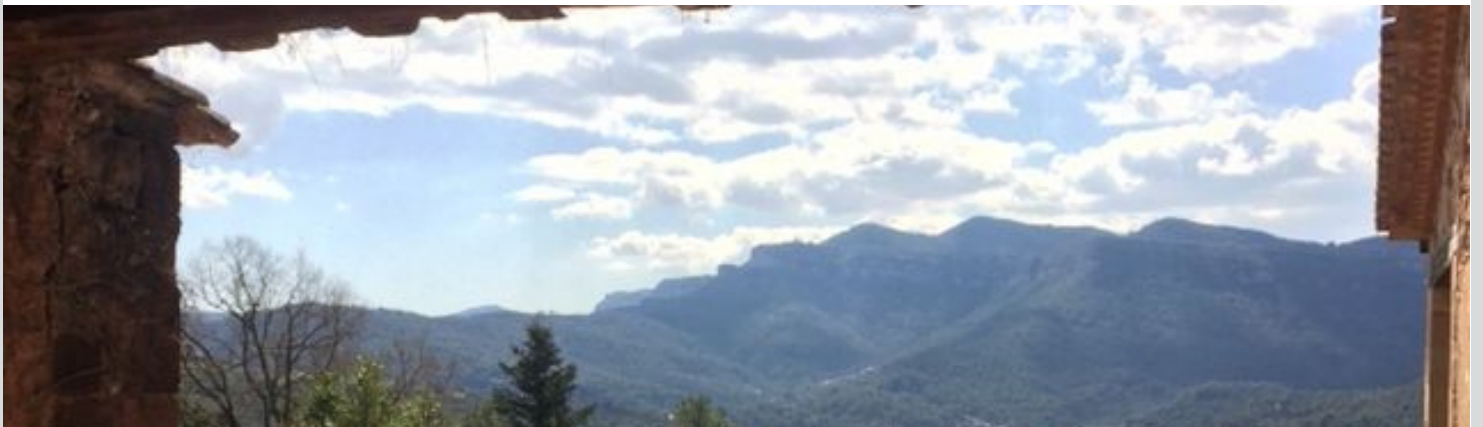
Coach Expectations

The coach is expected to listen to the collaborator and their wishes, and work within that guideline where possible. Guidelines will be agreed prior to all sessions in order to ensure the collaborator is aware of what behaviour will/will not be accepted. The goal of each session is to work through any setbacks that the collaborator may currently be facing, clarify all goals through exercises and identify methods to move the collaborator toward their goals

Personal Code of ETHICS

As your coach, I agree to:

- maintain a professional and respectful relationship with the collaborator at all times
- always keep the collaborator's interests at the heart of my work
- maintain, guard, and guarantee the collaborator's confidentiality
- be aware of and actively manage any power or status difference between the collaborator and myself that may be caused by cultural, relational, psychological or contextual issues
- not discriminate against anyone for any reason and maintain equity in all interactions with collaborators
- not offer advice, counseling, or psychotherapy to any collaborator in my duties as a coach
- develop lasting relationships built on a foundation of honesty, integrity, authenticity, and respect with every collaborator I serve
- be present and commit all of my professional experience and focus to helping each collaborator that I serve
- expect success from every collaborator that I serve, and not be limited in my expectations by my collaborators' past performances
- encourage collaborators to believe in themselves, set realistic goals, take appropriate actions and celebrate success
- provide collaborators with a safe and nurturing coaching experience, which will allow them to be themselves without fear of judgment, criticism or failure
- remain committed to professional excellence in all that I do and all I provide
- abide by all ethical principles in the NASW Social Work Code of Ethics and the ICF Coaching Code of Ethics



Life Coaching QUESTIONS

What is a Life Coach? _____

A life coach is a type of wellness professional who helps people make progress in their lives in order to attain greater fulfilment. Life coaches aid their clients in improving their relationships, careers, and day-to-day lives.

What is the role of a Life Coach? _____

Life coaches can help you clarify your goals, identify the obstacles holding you back, and then come up with strategies for overcoming each obstacle. In creating these strategies, life coaches target your unique skills and gifts. By helping you to make the most of your strengths, life coaches provide the support you need to achieve long-lasting change.

What happens during a coaching session? _____

Each session will begin with a review of the actions that were set in the previous session, and discuss where there has been progress. A goal for the session shall then be set and worked towards by using a number of techniques, which shall in turn generate options that may have not been previously considered.

How long are Life Coaching sessions? _____

Sessions with Coach Aang will be scheduled for 60 minutes and can last between 50-60 minutes. Typically, these sessions will be arranged weekly.

How many Life Coaching sessions will I need? _____

You are free to have as many or as few coaching sessions as you like. Many coaches operate over the phone or online, and therefore the sessions can easily fit around your schedule. Some people hire a coach once every few months, some people have a session once a week. It is entirely up to you to decide.

Payment AGREEMENT

Full Name	<input type="text"/>
Preferred Name and pronouns	<input type="text"/>
Phone Number	<input type="text"/>
Address	<input type="text"/>
Email	<input type="text"/>

FEE SCHEDULE

As per the agreement entered into on , a payment for Life Coaching Services provided by Coach Aang of \$3500 will be invoiced to you before scheduling sessions. If you choose a payment plan, a payment of \$585 per month will be invoiced to you on the 1st of each month prior to that month's life coaching session. Payment should be received within 5 days or 48 hours prior to that months first session.

Please see the cancellation policy for more details.

PAYMENT SELECTION

Selection of preferred Payment: Full Amount or Monthly Payments

PAYMENT OPTIONS

Payment is accepted via PayPal or Venmo to: Sliding Scale Agreed Amount: Pro Bono

Paypal	<input type="text" value="@CoachingwithAang"/>
Venmo	<input type="text" value="@CoachingwithAang"/>

Aang Lakey
Coaching with Aang
Aang@CoachingWithAang.com
WhatsApp: +1-802-793-5838

Collaborator Signature	<input type="text"/>
Date	<input type="text"/>

Coaching DISCLAIMER

- I understand that the coaching services I will be receiving from my Coach are not offered as a substitute for professional mental health care or medical care and are not intended to diagnose, treat or cure any mental health or medical conditions. I also understand that my Coach is not acting as a mental health counsellor or a medical professional.
- I understand and agree that I am fully responsible for my well-being during my coaching sessions, and subsequently, including my choices and decisions.
- I understand that coaching is not a substitute for counselling, psychotherapy, psychoanalysis, mental health care or substance abuse treatment, and I will not use it in place of any form of therapy.
- I understand that all comments and ideas offered by my Coach are solely for the purpose of aiding me in achieving the defined goals I create with my Coach. I have the ability to give my informed consent, and hereby give such consent to my coach to assist me in achieving such goals and understand that results are not guaranteed.
- I understand that to the extent our work together involves career or business, my Coach is not promising outcomes included but not limited to increased clientele, profitability and or business success.
- I understand that my Coach will protect my information as confidential unless I state otherwise in writing. If I report child, elder abuse or neglect or threaten to harm myself or someone else, I understand that necessary actions will be taken and confidentiality is not permissible in these circumstances. Furthermore, if my Coach is ordered by a court to provide information or to testify, they will do so to the extent the law requires.
- I understand that the use of technology is not always secure and I accept the risks of confidentiality in the use of email, text, phone, Skype and other technology.
- I hereby release, waive, acquit and forever discharge my Coach, any agents, successors, assigns, personal representatives, executors, heirs and employees from every claim, suit action, demand or right to compensation for damages I may claim to have or that I may have arising out of acts or omissions by myself or by my Coach as a result of the advice given by my Coach or otherwise resulting from the coaching relationship contemplated by this agreement.
- I further declare and represent that no promise, inducement or agreement not expressed in this agreement has been made to me to sign this agreement. This agreement shall bind my heirs, executors, personal representatives, successors, assigns, and agents.